

ION SANCHO
Supervisor of Elections
Leon County, Florida

Attachment # 14
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September 28, 2004

The Honorable Jane Sauls
Chair, Leon County Board of County Commissioners
301 South Monroe Street
Tallahassee FL 32301


Dear Chairwoman Sauls:

As you know, each constitutional officer has been asked to communicate to you and your fellow commissioners on the proposal of office space allocation.

Our office operations are such that we have been occupying a too-limited space for existing operations. We cross-train staff to maximize the efficiency of our office and expand the number of work stations to accommodate an expanded workforce during elections. Staff members have a multitude of tasks that they are responsible throughout the year and during an election year, supervise temporary staff whose numbers triple the number of staff located within our office serving Leon County's voters. We have reservations about the new space (3,800 square feet on the first floor and 1,500 square feet on P1) within the Bank of America building not meeting those space needs for 2006. Yes, the space is more than we have now but it doesn't provide enough space to house all of our operations. To that end, we have asked county staff to solicit early cancellation of the bank's offices that would become the early voting site (1,960 square feet) now targeted for 2012. Further, we must have the additional space provided by the current snack bar, whose lease expires March, 2006, in order to serve the voters for 2006. This immediate turnaround has been agreed to by county staff, as well as the use of the proposed space encompassing the first floor and P1 levels available for the Supervisor of Elections no later than March, 2006. With the commitments Leon County staff has made to us concerning the significant redesign of the allocated space, the cabinet and counter work required to service the needs of our front office, new padded carpet not unlike that found in our office suite currently, paint and new central heat and air conditioning, we are willing to support the plan.

We look forward to working with you to accommodate the needs of governmental services for the next five to ten years.

Sincerely,



Ion Sancho

Copy to: Members, Leon County Board of County Commissioners
✓ Kim Dressel, Director of Management Services

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